



APPLICATION INSTRUCTIONS COMMERCIAL USE AUTHORIZATION

OMB Control No: 1024-0268
Exp. Date: 08/31/2016

Application Form. Please read this entire document prior to completing the application. Include the nonrefundable application fee when submitting this application.

Application can be completed using the fillable or non-fillable versions both located at www.nps.gov/akso/management/commercial_authorizations.cfm .

NEW: Application Period: November 1st through April 30th

A fully completed application packet including insurance, fee payment and other required documentation must be received or postmarked by the April 30th deadline.

You may apply for either a one- or two-year CUA for all park units with the exception of Denali and Kenai Fjords.

****CUA's for Denali can only be issued for one year at a time, regardless of the type of service. CUA's for Mountaineering Guide service in Kenai Fjords can only be issued for one-year at a time; all others for Kenai Fjords can be either a one or two-year CUA.**

Important: Applications received or postmarked after April 30th and will not be accepted. Rare exceptions may be made if there are extenuating circumstances involved or if the application is to provide an approved service not currently offered by other commercial operators. Any request for a waiver based upon extenuating circumstances must be submitted in writing and approved by the park Superintendent(s). **Note: Denali Winter Road-based Vehicle Tours & Denali Dog Sled Freight CUAs are exempt from the application timeline and will be accepted year-round.**

1. Enter the service you are proposing to provide. These are the services which are currently approved in the park:
2. Respond "No" or list other parks where you will be providing this service.
3. Enter the legal name of your business. If you have a secondary name under which you are doing business (d.b.a.), please enter that name also.
4. Give the name(s) of persons designated as Authorized Agents for your business. This may include the on-site general manager responsible for day to day operations.
5. Provide contact information for both the main season and the off-season. Over the term of your authorization, it may be necessary to contact you to obtain or share information. Your contact information may also be published in the NPS Commercial Services Directory.
6. Check the box that identifies your type of business.
7. If the state in which you operate or the state where your business is domiciled requires a state business license, provide the license number and year of expiration.
8. Provide your Employer Identification Number (EIN). The Debt Collection Improvement Act of 1996 requires us to collect an EIN or Social Security Number (SSN). The NPS will not collect SSNs, only EINs. The EIN is issued by the Internal Revenue Service. You may receive a free EIN at <http://www.irs.gov/Businesses/Small-Businesses-&Self-Employed/How-to-Apply-for-an-EIN>. We will use the EIN that you provide as needed to collect debts.
9. Provide proof of General Liability Insurance naming the United States of America, National Park Service, as additionally insured in the amounts designated in the application.
10. NPS Management Policy prohibits employees of the NPS and their spouses and minor children from acquiring or retaining any authorization for conducting commercial services in a park area.

11. If your business or business owners or current employees or proposed employees have been convicted or are currently under charges for violation of State, Federal, or local law or regulation in the last 5 years, please give details (does not include minor traffic tickets).
12. Include payment of the Application/Administrative Fee (see Attachment B).
13. Please sign and date your application. If the person SIGNING this application is not an Authorized Agent for the business, proof of signing authority must accompany this application.

Part 2 – Instructions for Supplemental information for Complex Commercial Use Authorization Application

Provide your Legal Business Name. Your business name must match the name on your Alaska Business License and proof of insurance (Certificate of Insurance).

If you are doing business under an additional name (DBA), please also provide that name.

1. You may apply for either a one- or two-year CUA for all park units with the exception of Denali and Kenai Fjords.
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 -CUA's for Mountaineering Guide service in Kenai Fjords can only be issued for one-year at a time; all others for Kenai Fjords can be either a one or two-year CUA.**
2. Please provide information on guides/leaders/employees who will operate under the CUA/SUP. First Aid/CPR is required by certain park units.
3. Licensed Big Game Transporters must send in a copy of their license.
4. Air Carriers, please indicate type; If you are under Part 135, send in a copy of operating your certificate.
5. Please provide information on any watercraft used such as rafts, skiffs, kayaks/canoes, etc. The state requires all powered boats (including non-powered boats with auxiliary power units) used on any water of the state to be registered. (This includes all rivers, streams, and lakes, regardless of size, and all salt water within 3 miles of land.) All sport fishing guides are required to register both powered and non-powered boats. (AS 16.05.395). Insurance Reminder: If you are using watercraft (boats, kayaks, rafts, etc), your insurance certificate must include "watercraft liability included" or a boat endorsement .
6. Please tell us about your trip. You should refer to the **Tables that are included** to assist with providing a response.
7. The application must be signed by an owner, president or person with authority to make application on behalf of the business.

Application/Administrative Fee – Due along with Application

Number of Parks	Two-Year CUA Application & Administrative Fee	One-Year CUA Application & Administrative Fee
1	\$300	\$200
2	\$400	\$250
3	\$500	\$300
4	\$600	\$350
5	\$700	\$400
6	\$800	\$450

Additional Management Fee – Due along with Application

Park Name	Management Fee 2 (Two-Year CUA)	Management Fee 1 (One-Year CUA)
Denali National Park & Preserve**	N/A	\$100
Glacier Bay National Park & Preserve	\$200	\$100
Kenai Fjords National Park **	\$200	\$100
Western Arctic National Parklands	\$200	\$100
Wrangell-St. Elias National Park & Preserve	\$200	\$100

*Note Western Arctic includes Bering Land Bridge, Cape Krusenstern, Noatak, & Kobuk Valley
There is one flat management fee – regardless if you use one or all of Western Arctic.*

Two (2) Ways to Pay:

- 1. Mail a Check or Money Order to National Park Service, Concessions, 240 West 5th Avenue, Anchorage, AK 99501). Include your Employer Identification Number (EIN)**
- 2. Pay Online at www.pay.gov/public with a check, debit or credit card. Look for “Alaska Region Commercial Use Authorization Fees”**

I.

Approved Commercial Visitor Services for NPS-Alaska Region

<p>Alagnak Wild River (ALAG)</p> <p>Air Taxi, Guided Backpacking, Big Game Transport, Incidental Hunt Transport, Boating, Charter Boat, Guided Bear Viewing, Guided Hiking, Guided Kayaking, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Aniakchak National Monument & Preserve (ANIA)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Guided Bear Viewing, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry (Skiing, Sledding, Snowshoeing)</p>
<p>Bering Land Bridge National Preserve (BELA)</p> <p>Air Taxi, Big Game Transport, Incidental Hunt Transport</p>
<p>Cape Krusenstern National Monument (CAKR)</p> <p>Air Taxi, Guided Backpacking, Guided Kayaking</p>
<p>Denali National Park & Preserve (DENA)</p> <p>Air Taxi (includes Incidental Hunt Transport Service), Group Camping (Savage River Campground only), Guided Overnight Hiking, Guided Day Hiking (Frontcountry & Triple Lakes Trails), Guided Day Hiking (Backcountry), Guided Mountaineering, Guided Winter Activities, Road-Based Winter Vehicle Tours (Denali Park Road as far west as the Mountain Vista Rest Area--new as of 2014)</p>
<p>Gates of the Arctic National Park & Preserve (GAAR)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Glacier Bay National Park & Preserve (GLBA)</p> <p>Air Taxi, Guided Backpacking, Charter Boat, Group Camping, Passenger Ferry, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Taxi Service, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Katmai National Park & Preserve (KATM)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Guided Bear Viewing, Charter Boat, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Kenai Fjords National Park (KEFJ)</p> <p>Air Taxi, Guided Backpacking, Guided Photography (generally led by professional photographer), Guided Dog Sled Tours, Guided Day Hiking (includes walking on Exit Glacier), Guided Kayak Touring, Paddleboarding, Guided Mountaineering, Commercial Vehicle Tours (eg. RVs, etc), Guided Skiing/ Snowshoeing, Guided Bicycle Tours (roadways only), Charter Boats (motorized tour boats & water taxis), No permit required for Taxi/Shuttle Bus Service.</p>
<p>Klondike Gold Rush National Historical Park (KLGO)</p> <p>Guided Backpacking (US side only), Guided Boating, Guided Bicycling, Guided Hiking, Guided Horserides, Shuttle Service, Commercial Vehicle Tours</p>
<p>Kobuk Valley National Park (KOVA)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Hiking</p>
<p>Lake Clark National Park & Preserve (LACL)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Guided Bear Viewing, Charter Boat, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing); NEW: Water Taxi, Underwater Wildlife photography, Snorkeling, Paddleboarding, Boat Rental (non-motorized).</p>
<p>Noatak National Preserve (NOAT)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Photography, Guided Sportfishing</p>
<p>Sitka National Historical Park (SITK)</p> <p>Hiking, Shuttle Service, Commercial Vehicle Tours (land-based).</p>
<p>Wrangell-St. Elias National Park & Preserve (WRST)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Guided Dog Sled Rides, Guided Hiking, Guided Horse packing, Guided Horserides, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Commercial Vehicle Tours, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing), Guided Wagonrides</p>
<p>Yukon-Charley Rivers National Preserve (YUCH)</p> <p>Air Taxi, Guided Backpacking, Guided Boating, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Sportfishing</p>

Group Size Limitations

This table shows the group size limitations for each park unit.

Park Unit	Group Size Limitations
Alagnak Wild River	No more than 15 persons, including employees
Aniakchak	No more than 15 persons, including employees
Bering Land Bridge	Float Trips: No more than 10 persons, including Guides & Boatmen. Backpacking Groups: No more than 7 and that include Guides.
Cape Krusenstern	Float Trips: No more than 10 and that include Guides & Boatmen. Backpacking Groups: No more than 7 persons, including Guides.
Denali	<u>ALL PERMITTEES:</u> The group size limit is 12 people, inclusive of guides. Limit may be increased to 15 under certain circumstances with prior NPS approval. <u>DAY HIKING OPERATING PROVISIONS– Frontcountry Trails</u> Commercially guided day hiking is authorized on the following frontcountry trails: a) Bike Trail to DVC * Group size of 12 1 Hike Per Day b) Jonesville Trail to DVC Group size of 12** 1 Hike Per Day c) Roadside Trail Group size of 12 1 Hike Per Day d) Rock Creek Trail Group size of 12 1 Hike Per Day *DVC is the Denali Visitor Center. **All group size limits are inclusive of guides/CUA holder staff. <i>The Meadow View Trail is not open to commercially guided groups.</i> A small portion of the Taiga Trail may be used for authorized CUA holders to access the Roadside and Rock Creek trails from the Denali Visitor Center*DVC is the Denali Visitor Center. **All group size limits are inclusive of guides/CUA holder staff. <u>SAVAGE CAMPGROUND GROUP SITES OPERATING PROVISIONS</u> <ul style="list-style-type: none">CUA Group Camping is authorized for Savage River Campground Group Camping Sites only, which consist of Sites 18, 33 and 34. Groups are limited to the use of Group Sites only, regardless of size.Group size limit is 20 people per site, inclusive of guides/CUA holder staff.Vehicle limit is 2 per site.Camping is limited to 14 total nights annually, with no more than 7 consecutive nights.
Gates of the Arctic	Float Trips: No more than 10 persons , including Guides & Boatmen Backpacking Groups: No more than 7 persons, including Guides (includes side trips taken by river float).
Glacier Bay	Backcountry (On Shore Groups): No more than 12 persons, including Guides.
Katmai	Excluding Brooks Camp Developed Area, no more than 15 persons, including employees.
Kenai Fjords	Backcountry Trips: (includes Harding Ice Field & Trail) No more than 14 per group including Guides & Assistants. (see park stipulations for more information)
Klondike Gold Rush	Guided Trips: No more than 12 persons, including Guides. Also, there must be at least one Guide per trip. Horseback Rides: No more than 5 client-riders for each wrangler/guide (e.g. maximum group size is 12 persons, two of which must be guides).
Kobuk Valley	Float Trips: No more than 10 persons and that include Guides & Boatmen. Backpacking Groups: No more than 7 persons, including Guides.
Lake Clark	No more than 15 persons, including Guides & Assistants.
Noatak	Float Trips: No more than 10 persons, including Guides & Boatmen. Backpacking Groups: No more than 7 persons, including Guides.
Sitka	None
Wrangell-St. Elias	Float Trips: No more than 15 persons, including Guides & Boatmen. <i>Guided groups in the Donoho Basin are limited to no more than 12 clients. A minimum ratio of one guide per six clients must be maintained. Unguided groups are limited to no more than 12 people total. Exemptions to this limit for commercially guided groups will not be considered.</i>
Yukon-Charley Rivers	Float Trips: No more than 12 persons, including Guides & Boatmen.

Activity Codes & Descriptions - Table #2

	Code	AIRCRAFT USE
Air Taxi	AT	FAA Certified business that engages in air transportation with landings within the park boundaries. A permit is not required for Flightseeing trips that do not involve landings within park boundaries.
Big Game Transporter	HT	A transporter may provide transportation services and accommodations to big game hunters in the field at a permanent lodge, house, or cabin owned by the transporter or on a boat with permanent living quarters located on salt water. A transporter may not provide big game hunting services without holding the appropriate license. (Applies to planes and boats.)
Incidental Hunt Transporter	IT	An air taxi operator or air carrier for which the carriage of big game hunters, their equipment, or big game animals harvested by hunters is only an incidental portion of its business; The word "incidental" means transportation provided to a big game hunter by an air taxi operator or air carrier who does not (i) charge more than the usual tariff or charter rate for the carriage of big game hunters, their equipment, or big game animals harvested by hunters; or (ii) advertise transportation services or big game hunting services to the public; The word "advertise" means soliciting big game hunters to be customers of an air taxi operator or air carrier for the purpose of providing air transportation to, from, or in the field through the use of print or electronic media, including advertising at trade shows or the use of hunt broker services or other promotional services. (Applies to planes and boats.)
	Code	FOOT TRAVEL
Backpacking / Camping Overnight	BP	Hiking, carrying backpacks and necessary supplies with the intent of establishing temporary overnight camps.
Bear Viewing	BV	Lead groups on hikes to view bears.
Camping (Groups)	GC	Use of improved campground facilities by commercial groups (Day Use). If you will be camping overnight, choose the "Backpacking" service code.
Hiking Tours	GH	Use of established / developed trails for walking and sightseeing.
Mountaineering	MT	Each Park's Superintendents will determine if CUA activity falls under "mountaineering" based on the applicant's specific details provided about the proposed activity and areas to be used. In general, Mountaineering is defined as a Sport that involves rock or ice climbing or glacier travel each requiring the basic use of climbing ropes, cords, ice climbing boots, poles, ice axes, or crampons, etc.
Photography	PH	Use this only if Photography will be your <u>primary activity</u> . An example would be a photography business taking visitors in for nature picture taking.
	Code	TRANSPORTATION / LAND VEHICLE USE
Bicycle Tours	CY	Guided trips on bicycles on designated routes to tour the park.
Horse Packing	HP	Guided Overnight camping trips using horses for transportation and/or to carry packs.
Horse Rides	HR	Guided day trips using western-style riding on horseback.
Shuttle & Taxi Service	SH	Point-to-point ground transportation only where passengers are dropped off or picked up in specified areas (no guiding).
Vehicle Tours	VT	A commercial vehicle tour consists of one or more persons traveling on an itinerary that has been packaged, priced, or sold for leisure/recreational purposes by an organization that realizes financial gain through the provision of the service. Applies to tours occurring on land- essentially road-based tours.
Snowcoach Tours	SC	Motorized Vehicle on tracks or skis used on snow terrain
Wagon Rides	WR	Guided trail rides via wheeled covered wagons pulled by horses.
	Code	WATER-RELATED ACTIVITIES
Boating Trips	BT	Guided motorized or non-motorized vessel (other than Kayak or Charter Boat) and not including the provision of on-board overnight lodging.
Boat Rental (non-motorized)	BR	The rental of canoe, kayak, raft, paddleboard or other non-motorized boats associated equipment.
Paddleboarding	PB	Guided tours using a surfboard or similar long narrow board and long-handled paddle, or the rental of similar equipment for use in or on bodies of water within the boundaries of the park and/or preserve.

Charter Boat	CB	Any motor vessel under 100 tons gross (U.S. System) or 2,000 tons gross (International Convention System) engaged in transport of passengers for hire and certified to carry no more than 12 passengers overnight and no more than 49 passengers for daytime use. (Does not apply to freshwater systems/lakes.) Charter vessels also include any uninspected motor vessel measuring less than 200 tons gross (U.S. Tonnage "Simplified Measurement System") and not more than 24 meters (79 feet) in length engaged in transport of passengers for hire. Does not apply to freshwater systems/lakes.
Water Taxi	WTX	Motorized vessel engaged in the transportation of passengers and/or freight on freshwater systems/lakes
Underwater Wildlife Photography	PHW	The use of photographic equipment to document various forms of wildlife in their natural habitat while swimming or snorkeling underwater.
Snorkeling	SKL	Guided trips involving swimming with a diving mask and snorkel in or on bodies of water within the boundaries of the park and/or preserve.
Passenger Ferry Service (Glacier Bay)	FS	Providing access to the park or other authorized visitor services or facilities at, or originating from, the public dock area at Bartlett Cove
Kayak Tours	KT	Guided Day tours on a Kayak
Sportfishing	SF	Guided recreational activity of catch and release of fish.
	Code	WINTER ACTIVITY (Backcountry)
Skiing	SK	Gliding over the snow using skis strapped to the feet with ski bindings
Dog Sledding	DS	Guided day tours using a regular or dog drawn sled for transportation.
Snowshoeing	SN	Using a racket-shaped frame containing interlaced strips, made of leather that is attached to the foot to facilitate walking on deep snow.